# TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session (non-budget items) on November 3, 2008 and recommends the following motions:

- 1. County Executive.
  - b) Budget Status Financial Report for September 30, 2008). Receive & place on file.
- 2. Labor Negotiator Report.
  - a. Information Services positions in Human Services and Public Safety.

    Approve transfer of positions in Human Services and Public Safety to Information

    Services by deleting 1980 hours or\$102,960 from Human Services, adding \$86,279

    to Information Services, with a savings of \$16,681 and no levy impact.
  - b. Library Supervisors.

Receive & place on file the Labor Negotiator report.

- 3. Internal Auditor Report.
  - a. Budget Status Financial Report (September 30, 2008).

Receive & place on file.

b. Other.

No action.

- 4. Communication from Supervisor Fewell re: Request that Executive Committee explore establishing a county wide collections policy and explore creating an RFP for these services. (Referred from October County Board.) Refer to staff to develop a collections policy and create an RFP for collection services.
- 5. Communication from Supervisor Kaster re: All County Departments have available a summary of gas, insurance & depreciation in dollar values—for any county vehicles that go home on a full or part time basis for each committee budget meeting as well as the County Board budget meeting. (Referred from October County Board.)
  - a) <u>Direct Attorney Mohr to draft a Resolution requesting that all vehicles taken</u> home keep mileage logs, in and out, where they are going and why, etc., to be reviewed by standing committees regularly.
  - b) That the Administration Department be directed to bring back a clear policy recommendation related to County vehicle use.

See Resolutions, Ordinances November County Board.

6. Communication from Supervisor Mary Scray re: County Board Office Coverage. Approve the plan submitted by the Human Resources Department for the County Board office as follows:

Eliminate 1.00 FTE Executive Secretary (Grade 13, Step 7) – (\$44,606.00).

Add. 88 (35 hr ) FTE Administration Secretary (Grade 11, Step 7) \$35,583.66 Eliminate .50 FTE Secretary (Grade 7, Step 3) (\$15,001.00)

Increase from .50 to.80 (32 hr) FTE Secretary (Grade 7, Step 3) \$23,994.88

Executive Committee November 10, 2008 Page 2

Total 2009 Salary Impact – (\$28.44)
Total 2009 Fringe Benefit Impact (\$10.05).
Total 2009 Fiscal Impact (\$38.49).

- 7. Discussion & possible action: Communication from Supervisor Dan Haefs re: Pay Increases for Non-Represented Employees. <u>Adopt the recommendation of Supervisor Haefs and cap pay increases for non-represented employees at 2% or \$1.200 for a levy decrease of \$23,535.</u>
- 8. Communication from Supervisor Tom Lund re: Asking that Administration look into the policy protecting Brown County workers from external and internal threats on the job. Refer to Human Resources staff to develop a policy initiative regarding the protection of Brown County workers and report back to the Administration Committee.
- 9. Ordinance re: To Amend Section 3.15 of the Brown County Code Entitled "Destruction of Obsolete County Records" and "Schedule A-Records Retention Schedule Sheriff. (Referred from Public Safety Committee.)

  Approve Section 3.15 of the Brown County Code with an amendment to Schedule A regarding destruction of obsolete County records to include destruction of "e-mails after six months."

  See Resolutions, Ordinances November County Board.
- 10. Resolution re: Approving New or Deleted Positions during the 2009 Budget Process. (Amended October 20, 2008). Referred from Administration Committee. Delete the 8<sup>th</sup> "Whereas from Resolution as recommended by staff. See Resolutions, Ordinances November County Board.
- 11. Resolution re: Approving New or Deleted Positions during the 2009 Budget Process. (Education & Recreation Committee.) Approve change in Library I, II, and III positions as recommended by the Human Resources Department as follows:

Library I - Add \$165 annually.

Library II - Add \$600 annually.

Library III - Less \$78 annually.

Levy difference of \$1,912 and that Attorney Mohr be directed to draft a resolution and forward to County Board.

See Resolutions, Ordinances November County Board.

12. Resolution re: Approving New or Deleted Positions during the 2009 Budget Process. (Amended October 20, 2008). Referred from Human Services Committee. Committee approved. See Resolutions, Ordinances November County Board.

Executive Committee November 10, 2008 Page 3

- 13. Resolution re: Approving New or Deleted Positions during the 2009 Budget Process. (Planning, Development & Transportation Committee.) <u>Committee approved.</u> See Resolutions, Ordinances November County Board.
- 14. Resolution re: Approving New or Deleted Positions during the 2009 Budget Process. (Public Safety Committee.)
  - a. Approve new positions in the Public Safety Department. Ayes: 6 (Evans, Lund, Nicholson, Vander Leest, Zima, Scray; Nays: 1 (Erickson). Motion Approved.

See Resolutions, Ordinances November County Board.

17. Closed Session: For the purpose of deliberating whenever competitive or bargaining reasons require a closed session pursuant to 19.85 (1)(e). In the alternative, the Executive committee is meeting for the purpose of collective bargaining and is not subject to the Wisconsin open meetings law pursuant to 19.82 (1) of the Wisconsin State Statutes, and also for the purpose of conferring with legal counsel for Brown County as to legal advice concerning strategy as to litigation pending pursuant to sec. 19.85 (1) (g) of the Wisconsin State Statutes. (No Closed Session held.)

Approved by:	
COUNTY EXECUTIVE	Date

Word97\Reports\Exec\November10\_2008(Regular)

# TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session (budget items) on November 3, 2008 and recommends the following motions:

\* Please Note\*\*

The following numbers correspond to the Executive Committee minutes for the Budget portion of the meeting.

# Nondivisional Budgets

- 15. County Executive Review of 2009 department budget.
  - a. Eliminate the Legislative Assistant position (\$72,226 plus fringes for a total of \$99,650) and substitute with a staff attorney (\$66,000 plus fringes for a total of \$94,889) to assist with legislative responsibilities, for levy savings of \$4,761.
  - b. Refer to Internal Auditor to conduct a study of salaries of other Legislative Assistants in the State and report back. Ayes: 2 (Erickson, Lund); Nays: 5 (Evans, Nicholson, Vander Leest, Zima, Scray). Motion Failed 5-2.
  - c. Motion by substitution to reduce the salary of Legislative Assistant by \$20,000 (\$52,226 plus fringes) and that the County Executive report to the County Board at their Budget meeting on Monday, November 20, 2008 regarding the accomplishments of this position. Ayes: 6 (Erickson, Evans, Lund, Vander Leest, Zima, Scray); Nays: 1 (Nicholson). Approved. 6-1.
  - d. Approve 2009 County Executive Budget as amended.

Nondivisional Budgets

Approved by:

16. Board of Supervisors, Review of 2009 department budget. Approve the 2009 Board of Supervisor Department budget as amended on #'s 6 and 7 on the Regular Report, #8c.

COUNTY EXECUTIVE	Date

Word97\Reports\Exec\November10\_2008(Budget)

# PROCEEDINGS OF THE BROWN COUNTY **EXECUTIVE COMMITTEE**

Received Pursuant to Section 19.84 Wis. Stats., a regular and budget meeting of the **Brown** Board of County Executive Committee was held on Wednesday, November 3, 2008 in Rooms 200 of the Northern Building - 305 East Walnut Street, Green Bay, Wisconsin

Present:

Mary Scray, Chair; Bernie Erickson, Patrick Evans, Tom Lund,

Andy Nicholson, John VanderLeest, Guy Zima

Also Present: County Executive Tom Hinz, Jayme Sellen, Bob Heimann

Debbie Klarkowski, Don VanderKelen, Lynn VandenLangenberg, Sara Perrizo, Carolyn Maricque, Andrea Konrath, Heidi Hietpas Supervisors Andrews, Brunette, Clancy, DeWane, Fewell, Fleck, Supervisor Krueger; Jim Nickel, Mark Quam, Nancy Anderson

Terry Watermolen, Lynn Stainbrook, Lori Denault, Attorney Fred Mohr, Other Interested Parties, Media

Call Meeting to Order: i.

The meeting was called to order by Chair Mary Scray at 6:05 p.m.

ii. Approve/Modify Agenda:

Items taken out of order, although shown in proper format here.

Motion made by Supervisor Lund and seconded by Supervisor Erickson to approve as amended. MOTION APPROVED UNANIMOUSLY

Approve/Modify Minutes of October 8, 2008: iii.

Chair Scray pointed out that Supervisor Andrews was present, not Anderson.

Motion made by Supervisor VanderLeest and seconded by Supervisor Nicholson to approve. MOTION APPROVED UNANIMOUSLY

Comments from the Public/Such Other Matters as Authorized by Law:

#### Reports:

**County Executive Report:** 1.

> **Budget Status Financial Report for September 30, 2008:** Executive Hinz reported that budget is within guidelines.

> > Motion made by Supervisor VanderLeest and seconded by Supervisor Nicholson to receive and place on file. MOTION APPROVED UNANIMOUSLY

2. Labor Negotiator Report:

Information Services Positions in Human Services & Public Safety:

Information Services Specialist – Public Safety – VanderKelen explained that the Human Resources Department has recommended that an Information Service Specialist position in the Public Safety Department budget be transferred to the Information Services budget. VanderKelen explained that IS and Public Safety will work out a situation (allocation of resources) where the duties of this particular IS person would be assigned to Public Safety, however, would be classified under the IS budget.

Supervisor Bill Clancy explained that Public Safety fought to keep this employee and urged that during the transition stage involving the 911 Center transferring the individual to IS be deferred. Mr. Heimann explained that the employee will be dedicated to Public Safety, however, IS will provide backup. Supervisor Zima clarified that this will be a 100% dedication to Public Safety and under the direction of Jim Nickel. Mr. Heimann explained that the only commitment the employee will need to make to IS is to attend a weekly staff meeting of 1 to 2 hours. Nickel requested that the employee not be used to solve any other department's issues, but that he be committed to Public Safety Communications only. The position is salaried and covered under the Wage & Hour Law.

Contract Programmer - Don VanderKelen reported that he met with Mr. Heimann in the Information Services Department to discuss the Contract Programmer position in Human Services. This individual has been doing contract work since 1999. IS feels there is a liability to the County with security, HIPPA, and backup support. After studying the situation, the Human Resources Department has recommended that this consulting position be eliminated from Human Services, transferred to the IS budget, and that a new position be created as Information Services Programmer. VanderKelen stated he concurs with this recommendation for a different reason, that being liability for contract servicing with bargaining, pointing out the County is bound by State Labor Laws.

Mark Quam stated he did not concur with the recommendation to transfer the position from Human Services to Information Services, explaining that this contract arrangement was done with the full knowledge of IS and Corporation Counsel over ten years ago. The employee works on automation of systems, an ongoing process. There has been no business study or analysis done as to what the consequences of a transition would mean. Quam added there is no liability to the County as she is incorporated into a legal private business with an agreement that the County is not responsible for anything but payment to her for services. He expressed disappointment the matter did not come before committee first for discussion.

When asked about salary by Supervisor VanderLeest, VanderKelen explained the contract position was paid \$115,622 in 2007, and \$79,927 as of this date in 2008. Mr. Heimann stated that a County employee in this position would be paid approximately \$86,000 a year (Programmer Analyst II). Mr. Quam pointed out, however, there is little levy impact as she is paid through Medicaid. When asked how the position is monitored, Mr. Quam replied there is a yearly work plan developed with monitoring of accomplishments throughout the year.

Discussion by the committee resulted in a request for an opinion from Attorney Mohr who explained that the bargaining unit looks at the job duties being done in Human Services compared to what could be done by employees in the represented unit. He also pointed out that it is complicated as the individual performing the contract services was at one time a County employee.

Supervisor Fewell referred to County Code which states that any changes to the Table of Organization should go to the oversight committee first and then be put in resolution form to the County Board. Mohr agreed with this stating that it appears to be a potential violation of labor laws. Supervisor Zima requested that Attorney Mohr do a further review of this matter.

VanderKelen explained that prior to 1971 you could contract without bargaining issues, however, a law was passed at that time related to contact interest and binding arbitration on contract matters. Another contract change in the State Labor Law passed in 1978 made all contracts subject to interest arbitration.

Mr. VanderKelen suggested that Mr. Quam be directed to examine the position and develop a job description. Mr. Quam asked that he be given some transition time, suggesting March 31<sup>st</sup> so that the contract person can finish up projects. Mr. VanderKelen advised that this may extend possible liability and future litigation.

Motion made by Supervisor VanderLeest and seconded by Supervisor Zima to approve transfer of positions in Human Services and Public Safety to Information Services by deleting 1980 hours or \$102,960 from Human Services, adding \$86,279 to Information Services, with a savings of \$16,681 and no levy impact.

MOTION APPROVED UNANIMOUSLY

#### b. Library Supervisors:

Supervisor VanderLeest, Chairman of the Ed & Rec Committee, explained that discussion at the committee level resulted in disagreement with the Library Board to movie three librarian positions to supervisor positions because of labor requirements.

Labor Negotiator VanderKelen explained that the Union has filed a request with the State of Wisconsin for hearings which have been scheduled in December. He stated that the Librarian positions do not meet the standards for Supervisors as defined in the Labor Law and the Wage & Hour Laws.

When asked by Supervisor Zima the conclusion of discussion with Library staff, Attorney Mohr explained there are three Librarian classifications under question, Library I, II, & III. When reviewing the individual job duties it is possible that supervisor status may prevail for the II & III positions, however, most likely not the Library I position. Pending

litigation involves all three. A discrepancy arose with work at 37.5 hours vs. a 40 hour work week, or an increase of \$60,000 to the budget, however, Debbie Klarkowski indicated this would only be \$1,911.96 if there is no increase in hours.

## Other - Not on Agenda:

Planning, Evaluation, & Quality Management Coordinator – Grade 21, Human Services – This position was added in the 2005 budget by Dr. Parks. VanderKelen suggested that the HR Department work with the Human Services Department, and Attorney Mohr to study and evaluate the position. As the item was not on the agenda, it was suggested it be held for 30 days.

**Medical Examiner Contract** – A request made for a 5% increase because of additional hours was also held for 30 days.

Again, Supervisor Zima requested that any items to be discussed under the Labor Negotiator Report be on the agenda.

Motion made by Supervisor Nicholson and seconded by Supervisor VanderLeest to receive and place on file the Labor Negotiator Report. MOTION APPROVED UNANIMOUSLY

(#11 taken at this point on the agenda)

## 3. Internal Auditor Report:

a. Budget Status Financial Report for September 30, 2008:

Motion made by Supervisor Erickson and seconded by Supervisor Nicholson to receive and place on file.

MOTION APPROVED UNANIMOUSLY

#### b. Other:

Sara Perrizo indicated she will be providing a summary of committee actions for use at the budget meeting on Monday, 11/10/08.

#### Communications:

Communication from Supervisor Fewell re: Request that Executive Committee explore establishing a county wide collections policy and explore creating an RFP for these services. (Referred from October County Board):

Supervisor Fewell indicated that at a meeting with the WCA the issue of a collections policy was discussed. He requested that staff/County Purchasing develop an RFP to review a collections policy.

Chair Scray pointed out that this issue was discussed last year. Internal Auditor, Sara Perrizo, explained that State Collections Services was used in Human Services, however, many months went by before any action was taken. Supervisor Fewell suggested that this agency or others be asked to make a

presentation regarding collection services to the County Board and that County Purchasing be asked to create an RFP.

Motion made by Supervisor Zima and seconded by Supervisor Nicholson to refer to staff to develop a collections policy and create an RFP for collection services. MOTION APPROVED UNANIMOUSLY

5. Communication from Supervisor Kaster re: All County Departments have available a summary of gas, insurance, and depreciation – in dollar values – for any County vehicles that go home on a full or part-time basis for each committee budget meeting as well as the County Board budget meeting. (Referred from October County Board):

Information relative to department vehicles was distributed and is attached. Supervisor Kaster indicated he is aware that several County cars are being taken home, creating as he sees it an opportunity for abuse. Supervisor Zima recommended that employees be required to keep mileage and gas logs every time they take a county-owned vehicle home overnight and why they are doing so. Supervisor Erickson suggested vehicles be taken home only with supervisor approval.

Supervisor VanderLeest requested that a policy be developed so that it is consistent and all departments are treated equally.

Motion made by Supervisor Zima and seconded by Supervisor Nicholson to direct Attorney Mohr to draft a Resolution requesting that all vehicles taken home keep mileage logs, in and out, where they are going and why, etc., to be reviewed by standing committees regularly.

MOTION APPROVED UNANIMOUSLY

Motion made by Supervisor VanderLeest and seconded by Supervisor Lund that the Administration Department be directed to bring back a clear policy recommendation related to County Vehicle use.

MOTION APPROVED UNANIMOUSLY

6. Communication from Supervisor Mary Scray re: County Board Office Coverage:

Chairman Scray explained this was brought to her attention because of the situation in Public Safety where there was no back-up coverage. It is felt that a similar situation could occur in the County Board office because there is only one person doing the main duties of the office. Human Resources was asked to evaluate the Executive Secretary position in order to utilize the current staff more efficiently and provide improved coverage.

Debbie Klarkowski reported that the evaluation determined that the Executive Secretary position more closely resembles the Administrative Secretary in the Administrative Class and Compensation Plan, therefore, recommended deletion of the Executive Secretary and the creation of an Administrative Secretary position in Grade 11.

It was further determined that the two administrative positions in the office should share all duties, including serving as recording secretary for standing committee meetings. (Please see attachment for other duties of this position.)

The fiscal impact of these changes is as follows:	
Eliminate 1.00 FTE Executive Secretary (Grade 13, Step 7)	(44,606.00)
Add .88 (35 hr) FTE Administrative Secretary (Grade 11, Step 7)	35,583.66
Eliminate .50 FTE Secretary (Grade 7, Step 3)	(15,001.00)
Increase from .50 to .80 (32 hr) FTE Secretary (Grade 7, Step 3)	23,994.88
Total 2009 Salary Impact	28.44
Total 2009 Fringe Benefit Impact	(10.05)
Total 2009 Fiscal Impact	(38.49)

At this time, there are 750 hours budgeted for extra on-call staff, which should be reduced if both secretaries in the office are taking minutes and attending meetings. Supervisor Lund pointed out there may be overtime if evening meetings continue to last an average of 3 to 4 hours as daytime office coverage is mandatory.

Supervisor Fewell stated that in a conversation with Mr. Heimann in the IS Department he was informed of the possibility of recording meetings and putting the audio file on the web site. Supervisor Lund, however, stated that not every supervisor will have the time to listen to audio of all committee meetings. In addition, if minutes are done with only motions, he stated there will need to be more discussion at the County Board meetings.

Motion made by Supervisor Zima and seconded by Supervisor Nicholson to approve the plan submitted by the Human Resources Department for the County Board Office as follows:

Eliminate 1.00 FTE Executive Secretary (Grade 13, Step 7)	(44,606.00)
Add .88 (35 hr) FTE Administrative Secretary (Grade 11, Step 7)	35,583.66
Eliminate .50 FTE Secretary (Grade 7, Step 3)	(15,001.00)
Increase from .50 to .80 (32 hr) FTE Secretary (Grade 7, Step 3)	23,994.88
Total 2009 Salary Impact	(28.44)
Total 2009 Fringe Benefit Impact	(10.05)
Total 2009 Fiscal Impact	(38.49)
MOTION APPROVED UNANIMOUSLY	, ,

7. Discussion and Possible Action: Communication from Supervisor Dan Haefs re: Pay Increases for Non-Represented Employees:

In May of 2008, the County Board opted to place a cap on pay increases of elected officials up to \$60,000 at 2% or \$1,200 per year. Supervisor Haefs communication recommends that this same cap on pay increases be put on non-represented employees. At this time there are 107 non-represented employees who would fall into this category.

Motion made by Supervisor Zima and seconded by Supervisor Nicholson to adopt the recommendation of Supervisor Haefs and cap pay increases for non-represented employees at 2% or \$1,200 for a levy decrease of \$23,535. MOTION APPROVED UNANIMOUSLY

8. Communication from Supervisor Tom Lund re: Asking that Administration look into the policy protecting Brown County workers from external and internal threats on the job:

Supervisor Lund explained that the head of the Health Department indicated at the Human Services meeting that she cut \$1,500 from the budget for a security system. Because there could be risk to employees, Lund requested that the County Executive develop a plan and report back to Administration or Public Safety.

Debbie Klarkowski informed the committee that a safety plan for employees will be addressed by a Safety Consultant to be hired through a recent RFP. Along with safety policies, security policies and procedures will also to be addressed. In addition, safety and security is being addressed with Facilities.

Motion made by Supervisor Zima and seconded by Supervisor Nicholson to refer to HR staff to develop a policy initiative regarding the protection of Brown County workers and report back to the Administration Committee.

MOTION APPROVED UNANIMOUSLY

# Resolutions/Ordinances:

9. Ordinance re: To amend Section 3.15 of the Brown County Code entitled "Destruction of Obsolete County Records" and "Schedule A-Records Retention Schedule – Sheriff. (Referred from Public Safety Committee):

Attorney Mohr recommended that an amendment be made to Section A of the code to include destruction of e-mails after six months.

Motion made by Supervisor Nicholson and seconded by Supervisor VanderLeest to approve Section 3.15 of the Brown County Code with an amendment to Schedule A regarding destruction of obsolete County records to include destruction of "e-mails after six months".

MOTION APPROVED UNANIMOUSLY

10. Resolution re: Approving new or deleted positions during the 2009 Budget Process. (Amended October 20, 2008) (Referred from Administration Committee):

A recommendation was made by Ms. Klarkowski to delete the 8<sup>th</sup> Whereas as the intent is to keep this position unfunded. "Whereas, the Facility and Park Management Department has a .50 Facility Mechanic position that will be unfunded for nine (9) months until the position is needed. It is recommended that the unfunded portion (.375) FTE, be deleted".

Motion made by Supervisor Zima and seconded by Supervisor Evans to delete the 8<sup>th</sup> Whereas from the Resolution as recommended by staff. MOTION APPROVED UNANIMOUSLY

11. Resolution re: Approving new or deleted positions during the 2009 Budget Process. (Education & Recreation Committee):

Debbie Klarkowski explained that the three Librarian positions were re-evaluated based on a 37.5 work week. The grade level was decreased, language in the union contract relative to longevity was removed, and overtime was built into the salary. The outcome is as follows:

Library I – Add \$165 annually Library II – Add \$600 annually Library III – Less \$78 annually

Motion made by Supervisor VanderLeest and seconded by Supervisor Lund to suspend the rules to allow interested parties to speak.

MOTION APPROVED UNANIMOUSLY

Terry Watermolen, Library Board President, explained that the duties being performed by Librarians are really supervisory duties. If reduced to 37.5 hours, they are the only employees in Class & Comp doing this as all others work 40 hours. Attorney Mohr opined that hours did not matter, that pay is for the job, although generally speaking hours for a supervisory position are set at a minimum expectation.

Motion made by Supervisor Nicholson and seconded by Supervisor Erickson to return to regular order of business.

MOTION APPROVED UNANIMOUSLY

Motion made by Supervisor Zima and seconded by Supervisor Lund to approve change in Library I, II, & III positions as recommended by the Human Resources Department as follows:

Library I – Add \$165 annually

Library II – Add \$600 annually

Library III - Less \$78 annually

Levy difference of \$1,912, and that Attorney Mohr be directed to draft a resolution and forward to the County Board.

MOTION APPROVED UNANIMOUSLY

12. Resolution re: Approving new or deleted positions during the 2009 Budget Process. (Amended October 20, 2008). Referred from Human Services Committee:

Motion made by Supervisor Evans and seconded by Supervisor Nicholson to approve. MOTION APPROVED UNANIMOUSLY

13. Resolution re: Approving new or deleted positions during the 2009 Budget Process. (Planning, Development & Transportation Committee):

Motion made by Supervisor Erickson and seconded by Supervisor Nicholson to approve. <u>MOTION APPROVED UNANIMOUSLY</u>

# 14. Resolution re: Approving new or deleted positions during the 2009 Budget Process. (Public Safety):

The Public Safety Committee added two Drug Task Officers that were taken out of the budget by Executive Hinz. In addition, they added changes to the Resolution to include a 1.0 FTE Patrol Officer for the Drug Task Force to detect and investigate illegal drugs within Brown County; and secondly the addition of a 1.0 FTE Secretary III for the Drug Task Force to efficiently and effectively process the voluminous amount of drug cases which exist.

Motion made by Supervisor Nicholson and seconded by Supervisor Zima to approve new positions in the Public Safety Department

Ayes: Evans, Lund, Nicholson, VanderLeest, Zima, Scray

Navs: Erickson

**MOTION APPROVED 6-1** 

Motion made by Supervisor VanderLeest to refer to staff to draft a resolution and bring back in January or February detailing a request for funding from the State and Federal level for additional Drug Task Officers.

At the request of the committee, Supervisor VanderLeest will submit a communication for consideration on a future agenda.

## **MOTION WITHDRAWN**

## **BUDGET REVIEW**

#### **Non-Divisional Budgets**

#### 15. County Executive – Review of 2009 Department Budget:

County Executive Hinz introduced Fred Monique who was present to highlight economic development programs provided by Advance. Mr. Monique reported there have been two significant activities during the last year, one being a waste transformation project with Feeco, American Foods Group, Anamax, and other meat packing companies to turn animal waste into fertilizer. A second program involves the NWTC incubator program which has graduated new businesses into the County. Supervisor Erickson requested that Mr. Monique make a presentation to the Planning, Development, & Transportation Committee on a quarterly basis, and to the full County Board on a six month basis.

Executive Hinz noted that the department budget is status quo, including a request for a lobbying license for Legislative Assistant, Jayme Sellen.

Supervisor Lund noted there is nothing in the budget for outside legal expenses. Executive Hinz explained this is included under the Corporation Counsel budget, which is then charged back if used. Lund stated he would like to see a cap on this figure. Attorney Mohr noted that he is presently working on a policy which he will bring to committee.

Supervisor Zima pointed out the difference in salary between the Legislative Assistant and a Corporation Counsel attorney, opining that an attorney could be

more beneficial to the Executive than the Legislative Assistant. The LA's salary is \$72,000 annually, plus fringe benefits, while a staff attorney is paid \$66,000, plus fringes.

Hinz explained the duties of the Legislative Assistant are different than legal counsel, that when the Legislative Subcommittee was meeting she attended those meetings keeping members apprised of State legislation, contact with WCA and legislatures in Madison, with the Department of Commerce, confers with Corporation Counsel assistants, with department heads, attends all committee meetings, etc.

Zima opined that the Executive's office would be better served with an attorney with some legislative background and recommended elimination of the Legislative Assistant position. He opined that the position is "very" overpaid, \$99,650 including fringe benefits, compared to a staff attorney salary of \$94,889, or \$4,761 less.

Motion made by Supervisor Zima and seconded by Supervisor Scray to eliminate the Legislative Assistant position (\$72, 226 plus fringes for a total of \$99,650) and substitute with a staff attorney (\$66,000 plus fringes for a total of \$94,889) to assist with legislative responsibilities, for a levy savings of \$4,761.

Although also concerned about the past cost for outside legal opinions, Supervisor VanderLeest opined that the Executive should have the right to have his own assistant. Hinz stated he needs a person with legislative background, not legal background. He went on to explain that Ms. Sellen has legislative experience, coming from the Wisconsin Counties Association, knows how the budget process works at the State level. She is an advisor to him, more so he opined, that anyone with a law degree could be. He added that if he needs legal counsel, that is available from the Corporation Counsel's office.

Supervisor Krueger explained that Ms. Sellen is very proficient and highly respected. She is a "premier" person, having respect as a lobbyist in Madison and recognition throughout the State.

Supervisor Zima reiterated his opinion that the duties of the LA can be incorporated into a staff attorney. Internal Auditor Sara Perrizo was asked to conduct a review of salaries throughout the state.

Motion made by Supervisor Lund and seconded by Supervisor Erickson to refer to Internal Auditor to conduct a study of salaries of other Legislative Assistants in the State and report back.

Supervisor Evans stated it appears the committee needs more information relative to the actual job description, what work has been accomplished over the last year, savings to the County, etc.

Chair Scray pointed out that the suggestion to eliminate the LA position and hire legal counsel is not about Ms. Sellen personally, but instead about the structure of the department.

Supervisor VanderLeest pointed out he is aware there are people in Madison with both legislative and legal background. He requested that the duties and hours performed by the LA be outlined in order to justify a salary of \$72,000, noting the hours put in at the City of Green Bay for a similar position is not paid this salary.

Again, Executive Hinz defended the position and the hours worked by the LA.

Zima asked Attorney Mohr if in his opinion legislative work could be done by him within a timeframe of 8 to 16 hours a week. Attorney Mohr replied this could be done "easily", that he subscribes to a legal service through the Wisconsin Bar Association who provides him daily updates of activities in Madison.

Zima noted that elimination of this position could create a savings, while also providing the Executive's office with legislative information, that it was not to diminish the office, but rather to strengthen it.

Supervisor Lund urged the committee move ahead with the motion to refer and conduct a study on salaries of other Legislative Assistants in the State. He stated if it is found that the salary is high, he would be in favor of cutting it.

Supervisor Evans pointed out that he agrees that the County Board may not have the authority to tell the Executive who he can hire or not hire, however, suggested the salary be reduced by \$20,000.

Vote on Motion to Refer to Internal Auditor for further information:

Aves: Erickson, Lund

Nays: Evans, Nicholson, VanderLeest, Zima, Scray

**MOTION FAILS 5-2** 

Motion made by substitution by Supervisor Evans and seconded by Supervisor Lund to reduce the salary of the Legislative Assistant by \$20,000 (\$52,226 plus fringes) and that the County Executive report to the County Board at their Budget Meeting on Monday, November 10<sup>th</sup> regarding the accomplishments of this position.

Again, Supervisor Zima stated he has not been impressed with the Legislative Assistant position, feels it is a "luxury", and that an attorney in this position would strengthen the office and the department.

Supervisor Fleck disagreed with the idea of eliminating the position stating that he served on the Legislative Subcommittee and found Ms. Sellen to have done a "great job". He indicated that many things that the committee referred to the Board never were considered. He suggested the committee be reinstated. He also opined that when the Corporation Counsel position is filled, he would be available for legal advice to the Executive.

Supervisor Lund stated he would be in agreement with keeping the LA position in the budget at a reduced rate, and that information be sent to the County Board members before the Monday, 11/10, budget meeting. He indicated that a lawyer at a \$66,000 salary may not have what the County needs. Lund also stated he

feels it is inherent that the Executive hire his own assistant. He agreed that Ms. Sellen has a good background having worked with the WCA and knows what is going on in Madison. He also urged that a Corporation Counsel be hired.

**Vote on Motion to Reduce Salary** 

Ayes: Erickson, Evans, Lund, VanderLeest, Zima, Scray

Nays: Nicholson

**MOTION APPROVED 6-1** 

Motion made by Supervisor VanderLeest and seconded by Supervisor Lund to approve the 2009 County Executive Budget as amended.

MOTION APPROVED UNANIMOUSLY

16. **Board of Supervisors – Review of 2009 Department Budget:** 

Motion made by supervisor VanderLeest and seconded by Supervisor Erickson to approve the 2009 Board of Supervisors Department budget as amended (#'s 6 & 7 on this agenda). MOTION APPROVED UNANIMOUSLY

- 17.. Closed Session: Pursuant to Wisconsin State Stats 19.85 (1)(b) considering dismissal, demotion, licensing, or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held. None
- 18. Such other matters as authorized by law:

Next Agenda:

Request by Medical Examiner for 5% increase.

Internal Auditor announced that total changes to tonight's budget is a decrease of \$40,985 - #6, County Board Office, and #7 cap on non-represented employees, with a total change to the total Executive's Budget (all committees) at an increase of \$454,847.

Motion made by Supervisor Lund and seconded by Supervisor Nicholson to adjourn at 9:45 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel Recording Secretary

BROWN COUNTY INFORMATION SYSTEMS 2008 VEHICLE LIST

2009 BUDGET INS DEP. 1,428 2,049
2009 BUI

IE TAKEN HOWE IS VEHICLE  WHY?  No never taken Yes - used for the delivery of equipment	at remote locations	Yes - used for the delivery of equipment	at remote locations
IF TAKEN HOME WHY? No - never taken home		No - never taken home	
GEN, REASON FOR TRAVEL Ivery of equipment & Les at remote locations		3,541 Delivery of equipment & No - never taken issues at remote locations home	
ANNUAL MILEAGE 4,351		3,541	
ANNUAL BOOK ODOMETER ANNUAL DEP. VALUE READING CONDITION MILEAGE 7.351 De 84,651 Good 4,351 De iss		78,968 Good	
BOOK VALUE 798		4,587	
ANNUAL DEP 798	4 054	[07]  -	
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VALUE 11,981	6.255		18,236 18,236
AGQUIRED. VALUE VALUE 2/24/2004 11,981 0	6/12/2007		Total Fixed Assets
YEAR MAKEMODEL 2002 CHEV EXPRESS VAN/BL	2003 CHEV TRUCK/VAN/SLVR		
YEAR 2002	2003		



BROWN COUNTY FACILITIES MANAGEMENT 2008 VEHICLE LIST

2009 BUDGET  CAS   NS DEP   VEHICLE 14,200 9,973 11,414 13,905	_			
2009 BUDGET INS DEP 9,973 11,4		VEHICLE	MAINT	13,905
	GET			11,414
GAS 14,200	2009 BUD		SA	8,973
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ANIKETAL				380	4800		520		320	3	nce	540		220	1400		1200		1600		1200	260		350	
ER.	READING CONDITION	77,926 Good	L	04,081 Fair	58,041 Fair		57.515 Good		35,000 Good	32 000 Good	2000	37,969 Good		33,000 Good	66 795 Good	200	85,384 Good		117,188 Good		167,558 Fair	54 000 Good	3	3 New	
THODOMETER		1,195 77,		651 64,58			1,003 57.5		1,721	2.182 32.0				4,495 33,0	3.778		0 85.3		0 117,1		a'./gr.	0 54 (		86	
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and to our	12/31/1990	0001107	3/13/1991		7/16/1996		4/2/1997	8/14/1998		6/1/1999	3/28/2001		2/27/2001		5/18/2005	70001310	7007/6/7	2/5/2007	i i	2/1/2001		2/13/2001		6/5/2008	Total
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YEAR	1988		1891		1996	1007	1661	1998	3	9 9 9	2001	1	2001		2002	2001		2001		1997	2000	5007	2008	3	

Total 188,328 Fixed Assets 188,328

BROWN COUNTY PARKS 2008 VEHICLE LIST

	VEHIOLE MAINT	20,350
BUDGET	DEP	30,952
2009 BU	INS	11,287
	GAS	57,100

SVEHIOIE	APPROPRIATE?	appropriate for its need/use Yes - this vehicle is	appropriate for its need/use	appropriate for its need/use Yes - this vehicle is	appropriate for its need/use Yes - this vehicle is	appropriate for its need/use Yes - this vehicle is	appropriate for its need/use Yes - this vehicle is	appropriate for its need/use Yes - this vehicle is	appropriate for its need/use Yes - this vehicle is	appropriate for its need/use Yes - this vehicle is	appropriate for its need/use Yes - this vehicle is	appropriate for its need/use Yes - this vehicle is	appropriate for its need/use Yes - this vehicle is	appropriate for its need/use	appropriate for its need/use	Yes - this vehicle is appropriate for its need/use	Yes - this vehicle is	Yes - this vehicle is	Yes - this vehicle is	Yes - this vehicle is
IF TAKEN HOME	WHY? Never taken home	Never taken home	Never taken home	Never taken home		Never taken home	Never taken home	Never taken home	Never taken home	A constant in the last of the	меуег такеп потпе	Never taken home	Never taken home	Never taken home	Never taken home					
GEN REASON	AGE FOR TRAVEL 1,009 Tool Truck	3,269 General transportation	7,764 General transportation	6,089 Hauling equipment and	2,893 Hauling material, general park	4,356 Hauling equipment and	ul transportation uck, misc. campground	5,196 Crew and Huber	14,346 Hauling equipment and	4,616 Snow plow and hauling	materials 4,724 Snow Plow, hauling equipment Never taken home	5,647 Towing mower trailer	12,195 Snow Plow, hauling equipment Never taken home	and materials 5.783 Snow plow, misc. work duties	general transportation	Gereral transportation	5,478 Future plow truck, hauling equipment, general	6,478 Campground Security	Fuel truck, general	General transportation
ANNUAL	1,009	3,269	7,764	680'9	2,893	4,356	10,560	5,196	14,346	4,616	4,724	5,647	12,195	5.783	8 778	2	5,478	6,478	NA A	AN A
	CONDITION Fair/Poor	Poor	Fair	Fair	Fair	Fair	Good	Fair	Good	Good	Good	Good	Good	Good	poor	2005	Excellent	Fair	New	New
ODOMETER	126,521	117,003	124,324	98,952	52,986	61,123	114,190	122,513	81,364	45,312	23,350	22,320	36,513	9.305	7 674	0,1	4,439	136,812	3	3
	540 540	482	746	981	1,426	992	735	1,204	1,506	1,489	27,503	3,379	10,006	20,161	12 537	15,001	21,904	0	12,095	19,549
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A	8	120	120	120	120	120	120	120	36	36	120	09	09	84	120	2	120	0	09	09
SALVAGE	540	482	746	981	1,426	991	735	816	1,506	1,489	6,627	0	0	0	ē	-	<del>o</del>	0	0	0
ORIGINAL		9,632	14,922	19,627	28,515	19,828	14,701	16,326	15,058	14,894	66,274	25,345	30,018	30,792	14.606	2001	25,274	Tracking only	13,195	20,946
S DATE: C	4/26/1989	4/6/1993	5/7/1997	4/25/1997	6/28/1998	8/14/1998	4/30/1998	2/15/1999	12/31/2001	12/31/2001	5/7/2002	6/21/2004	6/15/2005	5/11/2006	5/22/2007		6/5/2007	5/22/2006 Tracking only	5/5/2008	5/28/2008
MAKEMODEL	150	FORD F150 PICKUP	FORD TRUCK	FORD TRUCK-GREY 3/4 TON #21	CHEV TRUCK	CHEV TRUCK	CHEV TRUCK 1/2 TON PICK-UP	FORD TRUCK -CLUB WAGON	GMC 1/2 TON PICKUP TRUCK	FORD F350 PICKUP TRUCK	INTERNATIONAL TRUCK 4400 4 X 2	FORD TRUCK (DARK GREEN)	CHEVROLET TRUCK SILVERADO	GWC TRUCK SIERRA 2500HD	FORD RANGER PICKUP TRUCK			CROWN VICTORIA	FORD F150XL PICKUP 4X2 REG CAB GREEN	-
m R	1989	1993	1997	1997	8661	1998	1998	1997	2002	2002	2002	2004	2002	2008	2007	000	8	2000	2008	2008

Total

398,753

BROWN COUNTY SHERIFF 2008 VEHICLE LIST

	VEHICLE MAINT	40,300
GET	GEC	159,838
2009 BUDGET	SN)	38,894
	GAS	400,000

	IS VEHICLE	PRIATE?																																		T						T
	200000	700MC	8	Yes	Yes	χes	Yes	200	8 3	se ,	res	Yes	Yes		Kes	χes	≺es		Yes	Yes		Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Xes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	2
	F IF TAKEN HOME	3933	ON	S S	S S	S S	N S	2	No.	No.	No.	2	Yes - the dogs go	nome w/officer	ON :	ON.	Yes - the dogs go	nome w/officer	No	Yes - the dogs go	nome w/officer	No	2		No	No	No	No	No	No	No	No	8	No	N <sub>o</sub>	S.	No	N <sub>o</sub>	No	No	No	N S
	GEN, REASON FOR IDANCE	Needs to be salvaded/non-fivable	Arson	DARE Vehicle	Transport Discrete	DADE VOL. 1	DAKE Venicle	Patrol/Snow and Towing	DARE Display vehicle for parades	Armoured Car - SWAT & ERU	Bomb Truck	C circo		School Liason car	Traffic Patrol Car	Canine Patrol		Patrol	Capino Datas		Dated	Area		Transport Disc.	Transport Prisoners from courts to jail	Trailsport Prisoners from courts to jail	Fatrol - Waiting to be traded out w/a 2008	ratrol - waiting to be traded out w/a 2008	Patrol - waiting to be traded out w/a 2008	Patrol - waiting to be traded out w/a 2008	Patrol - waiting to be traded out w/a 2008	Patrol - waiting to be traded out w/a 2008	Patrol - waiting to be traded out w/a 2008	Patrol - waiting to be traded out w/a 2008	Patrol - waiting to be traded out w/a 2008	Patrol	Patrol	Patrol	Patrol	Dive Team	ERU SWAT and Training	Mechanics - severe frame dam dispose
	MILEAGE	Do not track	Do not track	Do not track	Do not track	Do not track	Do not troot	DO FIOI TRACK	Do not track	Do not track	Do not track	Do not track	200	Do not track	Do not track	Do not track		Do not track	1		Do not track			Do not track		7	_	~	_	Do not track	7	_	1	$\neg$	7	Т	$\neg$ r					Do not track
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ANNUAL		4,843	0	0	0	0	0	0		2 70x	•	0		0	0	0	1	0	0		0	0		4,514	4,514	0	0	0	C	-				1	11 663	11 862	44 665	11,000		-	9	5
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	VALUE	0	4 400	2 105	2,103	1,103	0	0	0	0		0		5 0	5 6	5		5	5		3	nated by	SI	0	0	0	0	0	0	0	0	0	0	0	4 104	4.104	4 104	4 104				15
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DATE	3/30/2001	11/14/2001	2/16/2002	7/10/2003	2/18/2002	1/1/2000	14/2000	17,17000	1/1/1987	2/11/2004		5/5/2004	1/27/2005	3/3/2005	3/3/2005		3/3/2005	3/3/2005	2000	3/15/2005	2000/30/0	2002/27/6	000000777	4/18/2006	4/19/2006	908/5006	6/9/2006	6/5/2006	6/5/2006	6/5/2006	6/5/2006	6/5/2006	6/5/2006	6/5/2006	8/13/2008	8/13/2008	8/13/2008	8/13/2008	5/22/2007	5/22/2007	8/13/2007	
Mobel	Ë	QUEB	MALIBU	VAN	MALIBU	F150	CORVET	ERON	-	_	¥	CROWN	TAURUS	ટ	ટ		3			3	F250	007	VAN	NAN	100	3 8	3 6	3 6	3	3	3	20	<u></u>	ડ	ઠ	ડ	ઠ	ςς	F350	AMBUL	F150	
YEAR MAKE	2001 INTERNT	1987 CHEV	2001 CHEVY	2003 CHEV	2001 CHEV	2001 FORD	1970 CHEV	1987 FORD	2004 EDELOTE		LINER	ZOU4 rOKD	2001 FORD	2005 FORD	2005 FORD		2005 FORD	2005 FORD		2005 FORD	1997 FORD		2008 CHEV	2006 CHEV	2008 EOBD	2008 EODD	CAC POOR	CANOLIONOS CANOLIONOS	ZUNO LOKO	ZUNO FORD	ZOUGIFORD	2006 FORD	ZUUGIFORD	2006 FORD	2008 FORD	2008 FORD	2008 FORD	2008 FORD	1989 FORD	1996 CHEV	1997 FORD	

BROWN COUNTY SHERIFF (Page 2) 2008 VEHICLE LIST

	60 W		No	Yes	Yes	Yes	× ×	201	Yes	Yes	Vos	S	Yes	Yes	× ×	200	Yes	Yes	No.	55.	Yes	Yes	Yes	Ves	
	THATEN HOME	- LAN	QQ.	S S	No	S S	S	No.	2	No.	No	No.	2	8	cN		2	S	2	2	2	2	ટ	2	NIS.
BOEN BEASON	FOR TRAVE	Do not track   Mechanics/Front End damage!!	Do not track   FRU SWAT and Training	iaeoo	10001	Lidaoii	Do not track   Patrol motorcycle	K Haz Mat	Haz Mat		Dare	Do not track   School car	Datrol	i di di	DO NOT WACK   Patrol-not on road yet; replacing a 2006 CV	Do not track   Patrol-not on road wet: roalogies a page of	Dates and an industry replaceing a 2006 CV	DO NOT U ACIO - TOTO ON TOAD YET, replacing a 2006 CV	Do not track   Patrol-not on road yet; replacing a 2006 CV	Do not track   Patrol-not on road vet: replacing a 2008 CV	Do not track   Patrolant on road yet: regioning a good of	Date:	DO HOL HECK   Fatrol-not on road yet; replacing a 2006 CV	Do not track Patrol-not on road yet; replacing a 2006 CV	Do not track   Patrol-not on road vet replacing a 2008 CV
25,500	MILEAGE	Do not track	Do not track	Do not track	Do not track	מייים וימר	DO HOL ITACK	Do not track Haz Mat	Do not track Haz Mat	10000	DO HOL HACK Dare	Do not track	Do not track Patrol		DO NOT TRACK	Do not track	Do not track	מס ויטן וומכא	Do not track	Do not track	Do not track	Jour ton of	יומי ומכל	Do not track	Do not track
<b>A</b>	CONDITION	Poor	Fair	Good	Pood		3000	ō	Fair	200		Good	900	2000	2000	800	500			G000	900g	5000			G00d
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34) I	c		2 0	2	0	0	0	-	2	0	0		2	0	0	2	0 24	0 24	0		24	0 24	24	0	5
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ACQUIRED	8/13/2007	10/26/2005	3/31/2005	2/25/2004	2/20/2004	1007/87/o	10/31/1991	8/18/1998	11/12/2001	+007/71	8/15/2006	10/25/2004	0000/00/7	4/23/2008	4/23/2008	412212000	2000000000	4/24/2008	4/23/2008	4/23/2008	0000000	4/23/2008	4/23/2008	4/23/2008	
MODEL	F150	SUBUR	TAURUS	TAURUS	II CAC M	1	OEIWII	E350	TALIBLIS	01.01.4	IAURUS		25.00	200	כא אכ	CR VIC		בא אוני	CR VIC	CR VIC	CIV 00	200	CK VIC	CR VIC	
YEAR MAKE	1998 FORD	1998 CHEV	2001 FORD	2002 FORD	2008 HD	10001	200 7661	1992 FORD	2003 FORD	2004 5005	DAD TOOS	2005 FORD	2008 FORD	0000	ZUNO LOKD	2008 FORD	2008 EODD	UNOT BOOK	ZUUS FORD	2008 FORD	2008 FORD	2000	ZUUS FURD	2008 FORD	

BROWN COUNTY PUBLIC SAFETY(1301)/Emergency Govt (1302) 2008 VEHICLE LIST

_		
	VEHICLE	0
DGET	1 4	0
2009 BUDGET	SNI	113
	GAS	3,600

	IS VEHIC	Ves		Yes
	ME	×	-	٦
	AKEN HO WHY?			
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	OR TRAVE			
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Ningt	EAGE	<u> </u>	¥	
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a.	COND	POOR	55,493 POOR	66.047 FAIR
DOMETE	READING	5,556	55,49	66.04
BOOK	VALUE	1,678	1,200	0
MUAL	OEF.	-	0	0
AP	120	3 3	22	36
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AL SALV	, 29	6		62
	1 33,557	24 000	1	3 22,579
AGOURE	10/4/199	6/18/1998		12/1/2003
	ER.GVT.			
d	SUCK-EMO			
<b>MAKEMO</b>	FORD TE	H	N. WILLIA	
	T UD1800	MBULANG	XCURSIO	
	1992 HAZMAT UD1800E FORD TRUCK-EMGER.GVT. 10/4/1991	1992 FORD AMBULANCE	2001 FORD EXCURSION - WHITE	
	199	199	200	

Fixed Assets 80,136

80,136

Total

BROWN COUNTY AIRPORT 2008 VEHICLE LIST



APPROPRIATE?	Yes Yes Yes	Yes	Yes	Yes Yes	Yes	Yes Yes Yes
"IFTAKEN'HOWE WKK?" No	NO No No	No No	No No	90	No No	No Yes-Emergency on-call 24/7 No
GEN REASON FROM FROM FROM FROM FROM FROM FROM FROM	1.243 Airport Operations P. 2.178 Airport Operations P. 2.		2,839 Airport Operations 16,853 Airport Operations 16,853 Airport Operations			6,920 Airport Operations 6,920 Airport Operations 9,258 Airport Operations
OBOWETERS  READING CONDITION MILEAGE 61.961 Fair 698 A 41.087 Poor Anal A	2	27,663 Good 1,36 103,877 Fair 1,66 12,245 Good 1,46		8,408 Good 63 25 170 Eair	d	
ANNUAL BOOK DEP. VALUE 0 756 0 625	5,941	0 1,402	4 3,303 5,781 3,487 3,487	0 0	6,652 20,511 4,859 19,435	6,073 28,343 5,833 27,221
	62,536 3,127 120 13,264 663 60	1,402	23,123 0 84 29,883 0 60 52,878 0	0 0 0	00	30,367 0 60 29,166 0 60 403,359
		6/6/2000	5/11/2004		10/31/2006	
VEAR	INTERNATIONAL DUMP TRUCK CH 22 DODGE TRUCK CH 21	GMC PICKUP TRUCK CH 8 GMC PICKUP TRUCK CH 99	FORD TRUCK - PATROL 8 AIP 30 SECURITY PATROL VEHICLE-	PATROL 6 CHEV TRUCK -RESCUE 5 FORD EXPEDITION. CH 2	FORD TRUCK - CH 26 FORD EXPEDITION CH 1	2008 FORD CV PATROL #7
YEAR 1992 1999	8 00 00	2001	2004	1981	2008	8008

BROWN COUNTY HIGHWAY 2008 VEHICLE LIST

Γ	MAINT	65,216
BUDGET	DEP	99,139
2009 BU	SNI	44,000
	GAS	62,425

_																,								<u> </u>	
	APPROPRIATE?	Yes	Yes	Yes	Yes		Yes	Yes	Yes		Yes	Yes	Yes	27	i es	Yes	Yes	Yes	Yes	X0X	Vac	Yes	Yes	Yes	Yes
IF TAKEN HOME	WHY?	No	No	No	Yes - to be onsite first thing		No	No	Yes - to be onsite first thing	S	No	No	No	Yes to be onelle first thing		No	Yes - to be onsite first thing	Yes - to be onsite first thing	No	N	CZ.	NO.	Yes - to be onsite first thing	Yes - to be onsite first thing	No
ANNUAL   GEN. REASON.	MILEAGE FOR TRAVEL	7,398 Highway Maint. & Const.	8,728 Electrician	6,060 Highway Maint. & Const.	11,132 Highway Maint. & Const.	0 244 D	9,317 Dump Truck	12,129 Dump Truck	5,055 Shop Mechanic	17,316 Dump Truck	5,079 Shop Mechanic	9,141 Shop Mechanic	5,762 Engineering	14.518 Dump Truck		21,533 Dump Truck	7,988 Shop Mechanic	6,674 Highway Maint. & Const.	13,098 Highway Maint. & Const.	21.546 Dump Truck	10,806 Dump Truck	13,901 Highway Maint. & Const.	જ	14,595 Highway Maint. & Const.	13,722 Highway Maint. & Const.
BOOK	VALUE	3,33		2,444	0 3,980	3 750		3,750	0 0 0 0 0	0 3,928	0 4,625	0 4,625	0 3,200	0 3,230			2,886 5,943	2,773 5,425	0 2,700	0 3.700	0 4,200	0 3,750	0 3,750	0 3,750	0 3,750
\\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	- LIFE DEP	72	77	8	72	72	122	2)	7	72	72	72	09	72	1		108	108 2,7	72	72	72	72	72	72	72
SALVAGE	3 335	200	2 444	r.',	3,980	3.750	3.750	4 525		3,928	4,625	4,625	3,200	3,230	7	4,100	4,500	4,500	2,700	3,700	4,200	3,750	3,750	3,750	3,750
ORIGINAL.	22 234	C	16 203	2	26,520	25,188	25 188	30.181		26,188	30,843	30,843	21,298	21,582	007 70	21,403	30,472	29,455	18,250	25,090	28,383	25,164	24,935	25,234	23,868
DATE (	2/26/1991	1/1/1997	3/22/1993		6/20/1995	6/18/1996	6/18/1996	6/18/1996		7/1/1997	//1/1997	7/1/1997	6/2/1998	6/23/1998	6/15/1000	0.000	2/16/2000	3/21/2000	8/1/2000	6/27/2000	6/27/2000	4/25/2000	4/25/2000	4/25/2000	5/23/2000
YEAR MAKEIMODEL	FORD PICKUP - BRIDGE CREW	1992 CHEVROLET VAN - ELECTRICIAN	1993 CHEVROLET BLAZER -	ENGINEERING	1995 CHEVROLET TRUCK (TIRE TRUCK)	1996 CHEVROLET 1-TON DUMP TRUCK	1996 CHEVROLET 1-TON DUMP TRUCK	1996 CHEVROLET PICKUP - MECHANIC	SHOP 1997 CHEVEOLET 4 TON DUMB TENTON	1997 CHEVEOLET BIOKING AFFOLISHING	SHOP	1997 CHEVROLET PICKUP - MECHANIC SHOP	1998 CHEVROLET VAN - ENGINEERING	1998 CHEVROLET 4/4 PICKUP-DD	1999 CHEVROLET 1-TON DI IMP TRI ICK	2000 CHEVROI ET TANCE SUOD	CHEVROLE I LANDE - SHOP	2000 FORD EXPEDITION - RS	2000 CHEVROLET PICKUP- (CREW)BOARD #296	2000 CHEVROLET 1-TON DUMP TRUCK	2000 CHEVROLET 1-TON DUMP TRUCK	2000 CHEVROLET PICKUP - 6			

BROWN COUNTY HIGHWAY (Page 2) 2008 VEHICLE LIST

JOM       3/13/2001       19,635       3,950         JUCK -       3/13/2001       23,539       3,525         LOCK -       2/20/2001       23,539       3,525         2/20/2001       23,523       3,525         2/20/2001       23,523       3,525         2/20/2001       23,524       3,525         2/20/2001       23,524       3,525         2/20/2001       23,524       3,525         2/20/2002       21,229       3,180         5/28/2002       21,229       3,180         5/28/2002       21,229       3,180         5/28/2002       21,229       3,436         RUCK       4/28/2003       22,906       3,436         8 G/12/2004       21,615       3,242         6 G/14/2004       21,615       3,242         6 G/14/2004       25,511       3,928         6 G/14/2004       26,592       3,928         6 G/14/2004       26,592       3,928         6 G/14/2005       26,190       3,928         6 G/14/2005       26,190       3,928         7 G/10/2006       28,844       4,327         8 G/10/2006       28,844       4,327	60 144 5,996 72 72 72 72 72 72 72 72 72 72	3,950	17,875 Stockroom	No WHY? APP	APPRODPIATES
UCK - 3/13/2001 84,642 12,696  2/20/2001 23,539 3,525  2/20/2001 23,539 3,525  2/20/2001 23,523 3,525  2/20/2001 23,523 3,525  2/20/2001 23,523 3,525  2/20/2001 23,524 3,525  3/180  5/28/2002 21,229 3,180  5/28/2002 21,229 3,180  5/28/2002 21,229 3,180  5/28/2002 21,229 3,180  5/28/2003 22,906 3,436  5/12/2004 21,615 3,242  6/14/2004 22,216 3,282  6/14/2004 25,511 3,827  6/14/2004 26,592 3,989  6/14/2004 26,592 3,928  6/14/2005 26,190 3,928  6/11/2005 26,190 3,928  1C) BOARD 4/11/2005 28,844 4,327  6/1/2006 28,844 4,327  6/1/2006 28,844 4,327  6/1/2006 25,763 3,864		38,676	17,0751Stockroom		
2/20/2001 23,539 2 2/20/2001 23,523 2 2/20/2001 23,524 2 2/20/2001 23,524 2 2/20/2001 23,524 2 2/28/2002 21,229 2 5/28/2002 21,229 2 5/28/2002 21,229 2 5/28/2002 21,229 2 5/28/2003 22,906 2 5/12/2004 21,615 2 6 6/14/2004 25,511 6 6 6/14/2004 25,511 6 6 6/14/2004 25,510 6 6 6/14/2004 26,592 6 6 6/14/2005 26,190 6 7/11/2005 26,190 6 6 4/11/2005 26,190 20,000 28,844 20,000 28,844 20,000 28,844 20,000 28,844 20,000 28,844 20,000 28,844 20,000 28,763			16,543 Electrician	Yes - to be onsite first thing Yes	
2/20/2001 23,539 2/20/2001 23,523 2/20/2001 23,524 3/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/12/2004 21,615 6 6/14/2004 25,511 6 6/14/2004 25,511 6 6/14/2004 26,592 6 6/14/2004 26,592 6 6/14/2005 26,190 6 4/11/2005 26,190 6 4/11/2005 28,844 CUCK 5/10/2006 28,844 CUCK 5/10/2006 28,844 CUCK 5/10/2006 28,844 CUCK 5/10/2006 28,844		3,525	11,044 Highway Maint. & Const.	$\neg$	
2/20/2001 23,524 2/20/2001 23,524 3/20/2002 28,418 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2003 22,406 5/12/2004 22,206 6 6/14/2004 22,216 6 6/14/2004 22,216 6 6/14/2004 26,592 6 6/14/2004 26,592 6 6/14/2004 28,614 6 6/14/2004 28,614 6 6/14/2004 28,614 6 6/14/2004 28,614 6 6/14/2004 28,814 6 6/14/2005 28,844 CUCK 5/10/2006 28,844 CUCK 5/10/2006 28,844 CUCK 5/10/2006 28,844 CUCK 5/10/2006 28,844		3 525	12 235 Highway Maint & Conct		
2/20/2001 23,524  5/28/2002 28,418  5/28/2002 21,229  5/28/2002 21,229  5/28/2002 21,229  5/28/2002 21,229  5/28/2003 22,406  4/28/2003 28,611  6/11/2004 22,216  6/11/2004 22,216  6/11/2004 26,592  6/11/2004 26,592  4/11/2005 26,190  A/11/2005 26,190  5/10/2006 28,844  5/10/2006 28,844  5/10/2006 28,844		3.525		Yes	
SUCK 5/28/2002 28,418 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2003 22,406 5/12/2004 21,615 6/14/2004 22,216 6/14/2004 25,511 6 6/14/2004 25,511 6 6/14/2004 26,592 6 6/14/2004 26,592 6 6/14/2005 26,190 6 6/14/2005 26,190 6 6/14/2005 26,190 6 6/14/2005 26,190 6 6/14/2005 26,190 6 6/14/2005 26,190 6 6/14/2005 26,190 6 6/14/2005 26,190 6 6/14/2005 26,190 6 6/14/2005 28,844 6/10/2006 28,844 6/12/2006 28,844 6/1/2006 25,763		3,525	12,104 Highway Maint. & Const.	Yes - to be onsite first thing Yes	
5/28/2002 21,229 5/28/2002 21,229 5/28/2002 21,229 5/28/2003 22,406 5/12/2004 22,906 5/12/2004 21,615 6/11/2004 22,216 6/11/2004 22,216 6/11/2004 26,511 6/11/2005 26,190 6/11/2005 26,190 6/11/2005 28,844 6/11/2005 28,844 6/11/2005 28,844 6/11/2005 28,844 6/11/2005 28,844 6/11/2005 28,844 6/11/2006 28,844 6/11/2006 28,844 6/11/2006 28,844		4,260	24,417 Dump Truck	S S	
FTON)-KR 3/31/2002 21,229  FTON)-GH 3/31/2003 22,406  FUCK 4/28/2003 22,906  FUCK 4/28/2003 28,611  6/12/2004 22,216  6/14/2004 22,216  6/14/2004 26,592  6/14/2004 26,592  6/14/2004 28,614  6/14/2004 28,614  6/14/2004 28,614  6/14/2004 28,814  C) BOARD 4/11/2005 28,844  CUCK 5/10/2006 28,844		3,180	15,140 Highway Maint. & Const.		
J-KR 3/31/2003 22,406  J-GH 3/31/2003 22,906  4/28/2003 28,611  5/12/2004 21,615  6/14/2004 22,216  6/14/2004 25,511  6/14/2004 26,592  4/11/2005 26,190  JARD 4/11/2005 26,190  5/10/2006 28,844  5/10/2006 28,844  JARD 6/1/2006 28,844		3,180	≪	s - to be onsite first thing	
J-GH 3/31/2003 22,906  4/28/2003 28,611 5/12/2004 21,615 6/11/2004 22,216 6/14/2004 25,511 6/14/2004 28,614 6/14/2004 28,614 6/14/2005 26,190  JARD 4/11/2005 26,190  5/10/2006 28,844 5/10/2006 28,844  JARD 6/1/2006 28,844  JARD 6/1/2006 28,844	72 3,174	4,682	30,125 Highway Maint. & Const.	Yes - to be onsite first thing Yes	
JCK 4/28/2003 28,611 5/12/2004 21,615 6/14/2004 22,216 6/14/2004 25,511 6/14/2004 28,614 6/14/2004 28,614 6/14/2004 28,614 6/14/2004 28,614 7/11/2005 26,190 7/11/2005 26,190 7/11/2005 28,844 7/11/2006 28,844 7/11/2006 28,844 7/10/2006 28,844 7/10/2006 28,844 7/10/2006 28,844 7/10/2006 28,844	72 3,245	4,788	22,332 Highway Maint. & Const.	Yes - to be onsite first thing Yes	
6/1/2004 21,615 6/1/2004 22,216 6/14/2004 25,511 6/14/2004 26,592 6/14/2004 26,592 6/14/2004 26,592 4/11/2005 26,190 CK 5/10/2006 28,844	72 4,053	6.319	13.880 Dump Truck		
6/1/2004 22,216 6/14/2004 25,511 6/14/2004 28,614 6/14/2004 26,592 4/11/2005 26,190 4/11/2005 26,190 CK 5/10/2006 28,844 ICK 5/10/2006 28,844 ICK 5/10/2006 28,844 ICK 5/10/2006 28,844 ICK 5/10/2006 28,844		3,242	31,594 Highway Maintenance and	Yes - to be onsite first thing Yes	
6/14/2004 28,511 6/14/2004 28,614 6/14/2004 26,592 6/14/2005 26,190 4/11/2005 26,190 CK 5/10/2006 28,844	72 3,147	8,315	6.987 Shop Mechanic	S S	
6/14/2004 28,614 6/14/2004 26,592 6/14/2005 26,190 4/11/2005 26,190 CK 4/11/2005 23,532 CK 5/10/2006 28,844		9,850	15,643 Highway Maint. & Const.	s - to be onsite first thing	
6/14/2004 26,592		11,048	16,429 Highway Maint. & Const.	No	
4/11/2005   26,190   4/11/2005   26,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   20,190     20,190     20,190     20,190     20,190     20,190   2	72 3,767	10,268	15,890 Highway Maint. & Const.	s - to be onsite first thing	
) BOARD 4/11/2005 26,190 CK 5/10/2006 28,844 ICK 5/10/2006 28,844 ICK 5/10/2006 28,844 ICK 5/10/2006 28,844 ICK 5/10/2006 28,844	3,710	13,204	16,069 Highway Maint. & Const.	Yes - to be onsite first thing Yes	
4/11/2005     23,532       5/10/2006     28,844       5/10/2006     28,844       6/1/2006     25,763	72 3,710	13,204	14,249 Highway Maint. & Const.	Yes - to be onsite first thing Yes	
5/10/2006 28,844 5/10/2006 28,844 OARD 6/1/2006 25,763	72 3,335	11,859	17,526 Highway Maint. & Const.	No	
OARD 6/1/2006 28,844	72 4,086	18,969	24,115 Dump Truck	No	
6/1/2006 25,763	72 4,086	18,969	33,584 Dump Truck		
	72 3,650	17,247	12,119 Highway Maint. & Const.	No Yes	
2006 CHEVROLET 1-TON PICKUP - 6 4/25/2006 29,680 4,452 (STATE)	72 4,205	19,168	21,136 Highway Maint. & Const.	No	
2006   CHEVROLET 1-TON PICKUP - 6 4/25/2006 29,680 4,452 (BRIDGE)	72 4,205	19,168	19,887 Highway Maint. & Const.	No	

BROWN COUNTY HIGHWAY (Page 3) 2008 VEHICLE LIST

IS VEHICLE SPERIOLE WHY?	Yes - to be onsite first thing Yes	Yes - to be onsite first thing Yes	Yes - to be onsite first thing Yes		Yes - to be onsite first thing Yes		No	No	No	
ANNUAL GEN REASON MILEAGE FOR TRAVEL	of 500 III.	4 1,900 rignway Maint. & Const.	8,108 Highway Maint. & Const.	10 777 06	IU, 74 Shop Mechanic	Lichtum Mail	40 oer III-III	10,600 Filghway Maint. & Const.	Highway Maint. & Const.	
ANNUAL BOOK   M   FE DEP VALUE   M   72 3.915 17.847			72 3,653 20,916	72 6 355 36 387	200	36 6.069 18 890	4 108	1,100		
ORIGINAL SALVAGE  VALUE VALUE  27,634 4,145	6/1/2007 21,208 3.181		23,707	6/1/2007 44,861 6.729		2008 21,419 3,212	2007 28,986 4,348	26,041		1,417,026 209,509
YEAR MAKE/MODEL ACQUIRED 2006 CHEVROLET 1-TON PICKUP - 6 4/25/2006	(UP (4X4, 1/2 TON)-RB	2007 GMC 1-TON PICKUP - REG CAB 6/1/		2007 GMC PICKUP - MECHANIC SHOP 6/1/2			2000 GWIC 1-1 UN PICKUP - 6 10/1/2007	2008 CHEVROLET TRK C3500 HD REG 7/28/2008	CAB	

BROWN COUNTY HUMAN SERVICES 2008 VEHICLE LIST 17,600

1.00 mg/s	ISVEHICIE KAPROPRIATE Yes	Yes		Yes	Yes		Yes, but very old and in many cases, the Mgrs.	New York
FTVVTN	Staff does not take this vehicle home	Only if staff is leaving from home to an appointment out	or town or if their appointment is on the way to work from their home. The Vehicle is not driven for personal use while at the staff's home.	No - parked at MHC lot	Only if staff is leaving from home to an appointment out of town or if their	work from their home. The vehicle is not driven for personal use while at the	No - parked at MHC lot	Only if staff is leaving from home to an appointment out of town or if their appointment is on the way to work from their home. The vehicle is not driven for personal use while at the staff's home.
GEN REASON	4,200 Used for transportation of clients to court for outings with shelter care residents and shopping for shelter care	Supplies 28,000 Used for site visits (homes, foster homes, group homes, child care institutions	corrections), transportation of clients for court hearings, doctor's appointments, visitations, etc. and training.	26,000 Transporting consumers	force for site visits (homes, foster homes, group homes, child care institutions, corrections), transportation of	clients for court hearings, doctor's appointments, visitations, etc. and training.	5,685 Transporting Consumers	27,000 Used for site visits (homes, foster homes, group homes, child care institutions, corrections), transportation of clients for court hearings, doctor's appointments, visitations, etc. and training.
ANNUAL	4,200 (	28,000 [		26,000	2000	<u> </u>	5,685	27,000
POLICIO CO	Good	156,717 Good	1	10,000 Excellent			180,000 Fair	110,537 Good
BOOK ODOMETER	684	292	, 30	14,870			0	0
ANNIUAL	0	292	7 584				0	0
3/17	88 8	09	09	09 0			0	0
VALL	688 488	0	- 8	2				
VALUE	0,0 0,40	3 17,510	37,918	3 15,932		-  -	7.20 1990 11acking	3/14/2002 Tracking
ACOURED 9/1/2002		12/1/2003	10/10/2007	6/10/2008		4 100400		3/14/200
YEAR MARKEMODEL 1999 PLYMOUTH TRUCK -	VOYAGER	PASSENGER		2008 Chevy Impala 4 DOOR SEDAN		1990 CHEV CABBICE	SEDAN	1999 MERCORY SABLE
1999 1999	2003	5007	2008	2008		99		,, ,, ,,

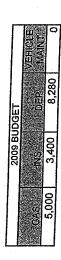
BROWN COUNTY MENTAL HEALTH CENTER 2008 VEHICLE LIST

2009 BUDGET	LICE STATE OF STATE O	4,714	COC'C
200	⊕ GAS := :=	17,600	

1007	EODD OF THE THIRD BE	ACCURED VALUE NVALUE	VALUE		L	ANNUAL BOOK ODOMETER	OK ODOM		ANIA	ANNITAL		i	
} -	I OND CLUB WAGON XLT	5/25/2004	12,800	0	12	MAN STATE	UE REAL	NING CO	TON	AGE	FOEN REASON	IF TAKEN HOME	IF TAKEN HOME IS VEHIOLE
200	VII. (a			,		<b>ɔ</b>	<u> </u>	69,841 Good	P	200 P.		WHY?	WINT APPROPRIATE?
CSS E	CHEV CAPRICE 4-DOOR	10/10/1996	8 500	1						2		No	Yes
				5	24	0	0	231 248 Good		1 2 2	Pariett outings		
2000	CHEV K2500 TBI ICK						i 	) }	•	<u>i</u> 00,	', UUU Patient appointments	SN C	30/2
	VOOVI OCCUPIE	4/20/2000	20,671	0	48	c						?	SD
188				)	2	>	ر <sub>د</sub> .	30,603 Fair		3.500 F.	3.500 Facilty errands/seg		
2002	ZUUU FORD TAURUS - BLACK	12/12/2004		1						· 	guist circulation of the company of	S0	Yes
		1002/21/21	20,7	0	48	c	٥	0000		1			
100				-	l	•	<i>,</i> ,	80,488 G00d		, 000 P	15,000l Patient appointments/ets#		
7007	ZUUZ CHEV EXPRESS (15	6/4/2003		1						do.		02	Yes
	PASSENGER VAN)	2007	10,320	5	48	0	0	50 536 Excellant	+	5 2	2		
2003	2003 GMC SIEDBA TRILLOW									<u>, 000</u>	nents and	No	Yes
}	אייט פוריים פוריים	4/16/2003	18.653	c	90			-		<u>8</u>	patient outings		3
				<del>-</del>	<del>p</del>	5	5	15,474 Good		3.000 F	3.000 Facility arrands/sname	11	
2003	2003 DODGE INTRIPED	0000/07/2		1					<del></del>		Bulwoldwolle/enimals 6	S	Yes
		5/15/2003	13,020	0	48	0	"	50 OBO Evacilians	+	1000			
						1	,	2,000		<u>يا</u> 2000,	10,000 Patient appointments/staff	8	Vac
								_		9	9		2

Total 95,659 Fixed Asset: 95,659 o galacie

BROWN COUNTY SYBLE HOPP 2008 VEHICLE LIST



IS VEHIGLE APPROPRATE?	Yes - used for	Yes - used for	transnorting	Yes - used for	transporting	Yes - used for	transnorting	Yes - used for	transporting
		Ť		Т		1		Τ	
GEN REASON FOR TRAVEL	kept at School	5186 Student Transportation Never taken home -		6350 Student Transportation Never taken home -		3150 Student Transportation Never taken home -		6310 Student Transportation Never taken home -	
TION MILEAGE		5186		6350		3150		6310	
Q i		51,864 Good		50,815 Good		25,200 Good		37,857 Good	
BOOK   ODOMETER		1,376 5		4,984 5				<u>ი</u>	
ANNUAL DEP		<del>5</del>		2,460	- 1	5,820 17,127		0	
LIFE 120		021		02.		120		<u> </u>	
SALVAGE VALUE 2,700	27.0 1	2,0,1	200 4	CR7'	200	5,003	Translater	only	01113
VALUE 54,000	27 526	040,14	25 902		090 79			>	
ACQUIRED	4/1/1998		5/18/2000	00000	3/34/2004	10041100	10/10/2004	1002/61/01	
FAR MAKEMODEL 996 DIAMOND VAN, FORD CHASSIS (APPLE VAN)	CHEV EXPRESS VAN (DUKE VAN)		000 CHEV TRUCK - 8 PASSENGER	(BROWN VAN)	000 FORD 009 TRUCK (HARRY VAN)	6	002 BLDRD SCHOOL BUS fracking	1.7	
EAR 996 DIA	898 CH		OS OS	(B)	900 FO		002 BLI	only	

Total 168,678

Fixed Assets 168,678

BROWN COUNTY GOLF COURSE 2008 VEHICLE LIST

Γ	Ш	000
	VEHIC	1,1
<u> </u>	E E	0
2009 BUDGET		2,085
20	N	2
	GAS	23,500
- 1		

IS-VEHICLE APPROPRIATE?	Not used	Yes - fine for what used for, but would	prefer newer version	Yes							
IF TAKEN HOME WHY?		ON.		Not currently, but was used	by the former Super.	be able to take home	(makes runs to GC in the	PM 1-2 nights a week for	all igauon/alarm problems;	aiso ased tot plowing in winter)	
GEN REASON FOR TRAVEL	, ,	golf course		15,000 Former Superintendant	used as venicie, now only by the former Super.	runs, etc.					
BOOK ODOMETER ANNUAL VALUE READING CONDITION MILEAGE 544 178,029 VERY POOR		<u> </u>		15,000							
METER CONDITION 178,029 VERY POOR	POOR			FAIR							
BOOK ODOMETER WALUE READING 544 178,029	44.613			130,648							
BOOK VALUE 544	115		1,000		···						
ANNUAL DEPR.	0		-	>							
LIFE 180	180		120								
ALVAGE VALUE 544	115		1.101								
10,877	2,300		22.026								35,202 35,202
ACQUIRED VALUE VALUE  4/26/1989 10,877 54	1/1/1987		6/1/1998								FIXED ASSETS
1989 FORD 1/2 TON PICKUP 150 150 1/2 TON PICKUP	CHEV C60 DUMP TRUCK		CHEV-TRUCK					-			FIXE
YEAR 1989	1978		1998								

This vehicle needs to be salvaged. It is unsare to drive.

BROWN COUNTY LIBRARY 2008 VEHICLE LIST

							n n	138,431 138,431	TOTAL FIXED ASSETS		
Yes - used by maint. mech. for travel to and from the 9 branches and used for deliveries	0	Travel between the 9 Library branches. Also used for deliveries.			·						
Yes - used by maint. Crew for cleaning branches and used for	No	13,000 Used by the maintenance crew for cleaning branches and used for various deliveries between the 9 Library branches				09	0	18,379	3/23/2001	CHEV CARGO VAN	2001
Yes - used as a	o <sub>Z</sub>				0 547	120	12 547	10,942	3/25/1994	CHEV C1500 1/2 TON PICKUP	1994
1S VEHICLE APPROPRIATE?	WHY?	FORTRAVEL	TION MILE	READING CONDIT 4 92,356 GOOD	5,183 36,984	240	12/31/1994 109,110 5,456	109,1	12/31/199	BLUE BIRD-BUS-BOOK MOBILE	1993
		SEN REASON	ANNUAL	ODOMETER	UAL - BOOK ODOMETER	No.	1/4/11/2	NAME OF THE PARTY	ACCURED	MAKEMIODEL	YEAR

BROWN COUNTY NEW ZOO 2003 VEHICLE LIST

	VEHICLE	1,000
DGET	DEP	5,010
2009 BUDGE	SNI.	770
	<b>GA</b> S	0

ANNUAL   CORPUSED   VALUE   VALUE   CORPUSED   VALUE   CONTINUAL   CONTINUAL	
VALUE   VALUE   VALUE   VALUE   PROOF   ODOMETER   ANNUAL   BOOK   ODOMETER   ANNUAL   RACOURED   VALUE   READING   CONDITION   VALUE   PRASON   PROSESSION   PROSESSION   PROSESSION   PROPERTY   PROPERTY   PROSESSION   PROSE	
DATE   OPIGINALI SALVAGE	No No
DATE   OPIGINALI SALVAGE	Educational Zoo personnel business, miscellaneous travel associated Wspeaking engagements, appointments, travel to other county offices for dropp-off/pick-up, general supply pick-up, animal transport; used as a means to haul trailers. General Zoo personnel business use, miscellaneous travel associated with speaking engagements, appointments, travel to other county offices for drop-off/pick-up.
VAN - 12/31/2003 18,000 0 60 A  4/11/2005 22,050 0 60 4	
VAN - 12/31/2003 18,000 0 60 A  4/11/2005 22,050 0 60 4	43, 778 Excellent 26, 391 Excellent
VAN - 12/31/2003 18,000 0 60 A  4/11/2005 22,050 0 60 4	
VAN - 12/31/2003 18,000 0  4/11/2005 22,050 0	4
VAN - 12/31/2003 18,000  4/11/2005 22,050	0
VAN - 12/31/2003	22,050
RUCK - PICKUP 4/11	4
MAKEMODEL TRUCK CARGO VA DBILE RUCK - PICKUP	4/11
CHEV TRUCK ZOOMOBILE GMC TRUCK	2005 GMC TRUCK - PICKUP
2003 2005 2005	2005

351 7,010 7,010 3/19/1998 KAWASAKI MULE 2510

requested a transfer form

47,060 Total

Fixed Assets

BROWN COUNTY MUSEUM 2008 VEHICLE LIST



S D	
IS VEHIOLE ARPROPRIATE? Yes - two times a year, needs a larger vehicle, but can borrow from Facilities or Highway; not good	ance
ISVEHIGLE APPROPRIATE Yes - two times a large vehicle, but can borrow from Facilit or Highway, not go	for long distance travel
Yes. Year, vehic borro or Hij	for lor travel
HOME	
TAKEN HOME WHY?	
UN ON	_
up an 1	
GEN REASON FORTRAVEL O Transport artifacts, picking up materials to build exhibits, conference travel if more than 1 person, etc.	
EN RE OR TR iffacts, p build ex ravel if	
Transport art materials to conference to person, etc.	
CEN REASON EAGE 2,000 Transport artifacts, picking up materials to build exhibits, conference travel if more than 1 person, etc.	
NNUMIE LEAGE 2,00	
Q A M	-
ONDIT	
BOOK ODOWETER ANNUAL GEN REASON  VALUE READING CONDITION MILEGE FORTRAVEL  2,000 Transport artifacts, picking up materials to build exhibits, conference travel if more than person, etc.	
ODDOWII READ 12	
JOK 1LUE 417	1
	-
DEP	
120	
LVAGE ALUEN 417	
8,348	æ :
VALUE 8,3	8,348
1997 1997	, <u>,</u>
DAII S/17/1	Total
VAN	)— Ц
ODEL	
RUCK	
CHEV TRUCK	
1993 (1993)	

Fixed Assets 8,348

BROWN COUNTY LAND CONSERVATION 2008 VEHICLE LIST

	o CHU	MAINT	2 500	2,000
		DEP	700	
2009 BUDG		S2	5.057	
2			8	
		GAS	5,0	
	2220000			

IS VEHICLE APPROPRIATE?	Yes	Yes	Yes	Yes		Yes	Yes	
IF TAKEN HOME WHY?		Not taken home	Not taken home	Not taken home		Not taken home	Not taken home	
GEN REASON FOR TRAVEL	inspections/compliance	inspections/compliance	liance	sistance, ons/compliance/m	eetings	inspections/compliance	6400 Tech assistance, inspections/compliance/m	eetings
MILEA							·	
ANNUAL BOOK ODOMETER DEP VALUE READING CONDITION 0 376 161,803 Poor	0 120 886 Good	P000 00 00 00 00 00 00 00 00 00 00 00 00	4 300	B000 70170	0 136,162 Poor		898,0	
ANNUAL BG LIFE DEP VA 94 0	0	0	7 766 09		0	0	<del></del>	
SALWAGE VALUE 376	only	Inly	4,970 0	-	luly 0	Olly	-	187
ACQUIRED VALUE 5/18/1994 7,518	2/16/2007 Tracking Only	2/20/2007 Tracking Only	3/10/2008 4,5		8/1/2000 Tracking Only	1/4/2008 Tracking only		tal 12,487
NEAR MAKEMODEL AL	DODGE DAKOTA TRUCK-BLE TRK#2	DOD DAK TRK-BLE W/SHELL TRK #4	DODGE INTREPID 4 DR, MAROON		TORD BRONCO RED 4 -CAR #9	DODGE CARAVAN VAN #1		Total
1993 CH	1998 DO	1998 DO	1997 DO	1005	2	1999 DO		

BROWN COUNTY PLANNING 2008 VEHICLE LIST

VEHICLE	500
UDGET	774
2009 BI	770
GAS	2,150

SVEHICE APPROPRIA Yes	
*TAKEN HOME WHY? e is not taken home	
IS V APPRENT ONE IS V APPRENTE IS NOT TAKEN HOME YES	
nning	45
NNUAL FOR TRAVEL 8,000 ESA, SSA, plat, and CSM reviews; Transportation Plated work; and local assistate planning contract work	1 10 10 10 D
AGE 8,000 ESA, review field w	
A NOTE	_
METER ADING COND 66,260 Good	
BOOK ODC	
ANNUAL DEP 774	
0 0 0	
L SALVAGE VALUE	
ORIGINA 2D VALUE 104 15,48	
DATE ACQUIR	1
EMODEL	
M CHEV BL	
20C	

Total 15,482 Fixed Assets 15,482

1 (September 1)

BROWN COUNTY SURVEY (a.k.a. Property Listing) 2008 VEHICLE LIST

AS: INS DEP MA 2,900 0 0
<u>8</u>
SZ Z

	APPROPRI	Yes
HOME	6	ken home
FTAKEN	YHV.	Vehicle is not taken home
		d work
EN PEASO	OR TRAVE	daily for survey fiel
<b>(b)</b>		Usec
ANNUAL	MILHAG	5,200
CONTRACT		Fair
ODOMETE	פאומטרואי	73,045 Fair
E. BOOK		0
ANNUA	60	no.
	0	
AL SALVA	13	
GRIGIN FD VALU	003 16.8	
ACQUIR	1/8/20	
ŒMODÉL	150 TRUCK	
ZAR MA	2000 FORD F150 T	
<b>&gt;</b>	Ñ	

Total 16,813

Fixed Assets 16,813

BROWN COUNTY ZONING 2008 VEHICLE LIST

		w ==
	VEHICLE	1.500
UDGET	DEP	0
2009 BUI	SNI	2,085
	SAS	3,500

MALORINA .			J					
	APPROPRIATE	Yes		Vac	3	Yes	}	
TANZEWSWIFE	WHY?	ehicle is not taken home		ehicle is not taken home		ehicle is not taken home		
GEN REASON	FOR TRAVEL	inspections and shoreland Vehicle is not taken home Yes	OD BOINTS	Signal Covider in Milly and shoreland Wehicle is not taken home   Vec	Inspections	U, our POWIS, NMM and shoreland   Vehicle is not taken home   Yes	Supplement	
ANNUAL	222	i.	10 000 01	0.1	osu ovo	O LOCALON CO.	deill	
AL BOOK ODOWETER CALL	108,380 Poor		128,138 Poor		62.039lGood			
NNUMAL BOOK ODOMETER	0 546		0 574		0 1,232			
HE ANN LIFE DE	546 60	207	120		1,232 36			
ORIGINAL SALVAC	10,915	11 480			7,7		34,723	34,723
ACQUIRED	1/18/1891	3/21/1994		5/7/2002	7007		Otal	Fixed Assets
YEAR MAKEMODE! 1991 FORD RANGER CLISTOM BICKLID		1334 CHEV PICKUP 1/2 TON C1500		DMA TRUCK				
YEAR 1991 FORD RAN	1004 CLEV PIO	STA PER FICE		ZUUZ GMC SONOMA TRUCK				

BROWN COUNTY PORT AND SOLID WASTE 2008 VEHICLE LIST

0	5.000	3,178	113	30,000
	VEHICLI	BEP	SN	GAS

ORIGINAL SALVAGE: ANNUAL BOOK ODOMETER ANNUAL GEORGE GEN REASON THETAKENHOME SALVAGE	5/25/2004 Tracking 0 0 0 0 CL SASSAND CONDITION MILEAGE FOR TRAVEL	214710000	19,500 19,500 0 120 1.961 15.19A 24.40 Evanion	3/21/2008	1,500 Landfill 1,217 5,476 101,833 Fair 1,500 Landfill 125ks	Total 25,693
DATE: ACQUIRED	5/25/2004	7/47/0000	0007/11/1	3/21/2008		Total
YEAR MAKEMODEL -	1997 FORD TAURUS - 4 DOOR	2006 FORD F-150 PICKLIP TRUCK		1996 FORD F150 4DR, XLT, GREEN		

25,693

#### HUMAN RESOURCES DEPARTMENT

# Brown County

305 E. WALNUT STREET P.O. BOX 23600 GREEN BAY, WI 54305-3600

DEBBIE KLARKOWSKI, PHR

PHONE (920) 448-4065 FAX (920) 448-6277 WEB: www.co.brown.wi.us

**HUMAN RESOURCES MANAGER** 

DATE:

November 3, 2008

TO:

Debbie Klarkowski

Human Resources Manager

FROM:

Paula Kazik

**Human Resources Analyst** 

SUBJECT:

**County Board Office** 

Based on an evaluation of the Executive Secretary position in the County Board office, the following are recommendations to utilize the current staff more efficiently and provide improved coverage of the County Board office.

After evaluating the duties of the Executive Secretary, the position more closely resembles the Administrative Secretary in the Administrative Class and Compensation Plan. Therefore, we are recommending the deletion of the Executive Secretary and creation of an Administrative Secretary position in Grade 11 of the Administrative Class and Compensation Plan.

The two administrative support positions in the County Board office will share all duties as assigned and serve as recording secretary for standing committee meetings. The duties would include preparing agendas and attachments, coordinating meeting dates and rooms, schedule of on-call recording secretaries; receiving and processing all telephone calls; provide information and answer questions regarding County Board policies and procedures.

Attached, please find the fiscal impact associated with the above recommendations.



\$ (44,606.00) \$ 35,583.68 \$ (15,001.00) \$ 23,994.88 \$ (28.44)	\$ (10.05)	\$ (38.49)
Eliminate 1.00 FTE Executive Secretary (Grade 13, Step 7) Add .88 (35 hr) FTE Administrative Secretary (Grade 11, Step 7) Eliminate .50 FTE Secretary (Grade 7, Step 3) Increase from .50 to 0.80 (32 hr) FTE Secretary (Grade 7, Step 3) Total 2009 Salary Impact	Total 2009 Fringe Benefit Impact	Total 2009 Fiscal Impact: